

Displaying Court Site Information to the Public

Court information is available on our welcome screen and can also be found under the Utilities menu. If you select this item, either from the welcome screen or the Utilities menu, the following information is displayed: the name of the court, the software version of ECF the court is currently running, the date our court went live on ECF, the file size limitation for documents, the court's address, the court's phone number, the court's e-mail address, the court's hours of operation, the PACER Service Center's address, the PACER Service Center's phone number, the PACER Service Center's e-mail address, and the descriptions of public flags.

Court Information Report - Sample Screen

Court Information

Court Details	
Court's Name	U.S. District Court - Western District of Oklahoma[TEST]
Software Version	CM/ECF-DC V3.0
ECF Go Live Date	October 14, 2003
Maximum PDF File Size	5 MB

Court Locations	
Court's Name	U.S. District Court - Western District of Oklahoma[TEST]
Court's Address	200 NW 4th Street, Room 1210; Oklahoma City, OK 73102
Court's Phone Number	405-609-5000
Court's Email Address	helpdesk@okwd.uscourts.gov
Court's Hours	8:30 am to 4:30 pm, M-F

Pacer Details	
Pacer's Address	PACER Service Center, P.O. Box 780549, San Antonio, TX 78278-0549
Pacer's Phone Number	(800) 676-6856 or (210) 301-6440 if residing in the San Antonio area
Pacer's Email Address	pacen@psc.uscourts.gov

Flag Definitions	
Code	Translation
86AA	Magistrate Judge Payne
87BC	Magistrate Judge Argo

PACER Access and Preferences

The PACER Service Center now allows users to set formatting requirements for the Client Code field. Also, PACER users can indicate whether the Client Code should be mandatory when logging in to ECF. To implement these new features, PACER users should go to the PACER Service Center website at <http://pacer.psc.uscourts.gov> and click on **Account Information**.

- PACER users now can determine whether they see billing receipts for every billable transaction. To set their billing receipt preference, PACER users should go to the PACER Service Center website at <http://pacer.psc.uscourts.gov> and click on **Account Information**.
- The ECF/PACER login screen was modified to include more detailed instructions to the users, so they will know which login is expected.

ECF Filer or PACER Login Screen - Sample Screen

CM/ECF Filer or PACER Login

Notice

This is a **Restricted Web Site** for Official Court Business only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.

Instructions for filing:

Enter your CM/ECF filer login and password if you are electronically filing something with the court.

If you received this login page as a result of a link from a Notice of Electronic Filing email:

Enter your CM/ECF filer login and password. The system prompts customers for a CM/ECF login and password when attempting to view certain types of documents.

If you have trouble viewing a document:

After successful entry of your CM/ECF login, you should be able to view the document. If you receive the message "You do not have permission to view this document," viewing the document is restricted to attorneys of record in the case and the system does not recognize you as such. If the login prompt appears again, after you have entered your CM/ECF login and password, it means that the "free look" link has expired. You will need to enter your PACER login and password to view the document, and you will be charged \$.08 per page.

Instructions for viewing filed documents and case information:

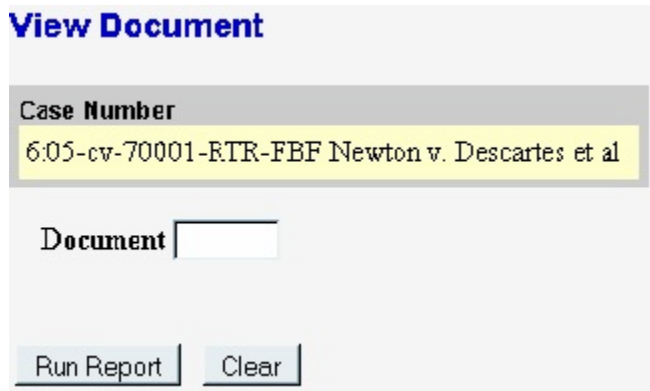
If you do not need filing capabilities, enter your PACER login and password. If you do not have a PACER login, you may register online at <http://pacer.psc.uscourts.gov>.

Authentication	
Login:	<input type="text"/>
Password:	<input type="password"/>
client code:	<input type="text"/>

NOTICE: An access fee of \$.08 per page, as approved by the Judicial Conference of the United States, will be assessed for access to this service. For more information about CM/ECF, [click here](#) or contact the PACER Service Center at (800) 676-6856.

Searching for Documents within a Case

PACER users can now access PDF documents for a case without first running a Docket Report. The new View a Document item on the Query menu presents the user with a single text entry field. If the user enters a document number in this field and the document is available to PACER users, the Transaction Receipt is displayed. If the user clicks the **View Document** button, the document is displayed. This new query provides a way to access documents without first being charged to access the Docket Report.



View Document

Case Number
6:05-cv-70001-RTR-FBF Newton v. Descartes et al

Document

Query Changes

- The output of the Associated Cases Query now displays the other court name and case number, not just the case number. The format for the other court information is the same as that used for civil cases: a bold heading followed by a blank line and then a table with the court name in the left column and the case number in the right column.
- The display of associations now includes terminated associations and the association end date. The associations are sorted with pending associations listed above terminated associations.
- All pending parties now are included in the Case Summary query. Previously, consolidated plaintiff and consolidated defendant parties did not appear in the output for the Case Summary query.
- A hyperlink to the Docket Report was added to the output screen for the Related Transactions query.

Calendar Events Report

- Users can now select a **Nature of Suit** from the selection screen of the Calendar Events Report. The report was modified so that if any nature(s) of suit is chosen, only civil cases having the associated nature(s) of suit and meeting other selection criteria will appear on the report; no criminal cases will appear. If the user doesn't select any nature(s) of suit (meaning only the blank line of the field is selected), then the report will return all civil and/or criminal cases meeting the other selection criteria.
- The nature(s) of suit is displayed on the output of the Calendar Events Report as follows:

5:06-cv-01005-C United States of America v. Doe et al
(Nature of Suit 220 - Real Property: Foreclosure)

Civil Cases Report

- The options **Nature of Suit** and **Cause of Action** were added to the sort by list on the selection criteria screen for the Civil Cases Report.
- The following warning message now appears at the top of the selection criteria screen for the Civil Cases Report:
Warning: This report is not subject to the 30 page billing cap. You will be billed for the total number of pages. If you want to run a report for a single case, you can use the Query menu or the Docket Report.
- The date range fields for the Civil Cases Report are now limited to a 31 day time period. If the user changes the date range to a time period greater than 31 days, the following message will appear, and the user must change the date range: **“Warning: The date range you entered is too large. Please enter a date range no larger than 31 days. Click OK to continue.”** The user will not be able to run the report until the date range entered is at most 31 days.

Criminal Cases Report

- Judges' names now properly display on the Criminal Cases Report. (previously a comma was printed between the first name and the last name)
- The Criminal Cases Report now provides subtotals based on the sort criteria selected by the user.
- The heading of the Criminal Cases Report now displays only at the beginning of the report. Previously, the heading was displayed in various locations when the report was printed.

Docket Report

- Previously, the word **ALL** was added to the end of the case number at the top of the docket sheet when the Docket Report was run for all of the defendants in a multi-defendant case. The report now displays the words All Defendants next to the case number if it is run for all defendants.
- The appellate court name and case number now appear on the docket sheet if a case is on appeal and the appellate case number was entered by court staff.

Docket Activity Report

- Totals are now provided at the end of the report output.
- The type (Category) and sub-type (Event) for each event are now displayed on the report output when the user selects the Full Docket Text option on the selection screen.

Changes to the Notice of Electronic Filing (NEF)

- The wording on the NEF was changed as follows: “Notice will be electronically mailed to:” was changed to “**Notice electronically mailed to**” and “Notice will be delivered by other means to:” was changed to “**Notice delivered by other means to**”.
- The text “**No document attached**” appears on the NEF when no document/document number exists for the docket entry or when no document is attached but a document number exists.

Information on NEFs is now displayed in the following order:

Case Title
Case Number
Filer
Document Number
Docket Text
Notice electronically mailed to
Notice delivered by other means to
Document Description
Original Filename
Electronic Document Stamp